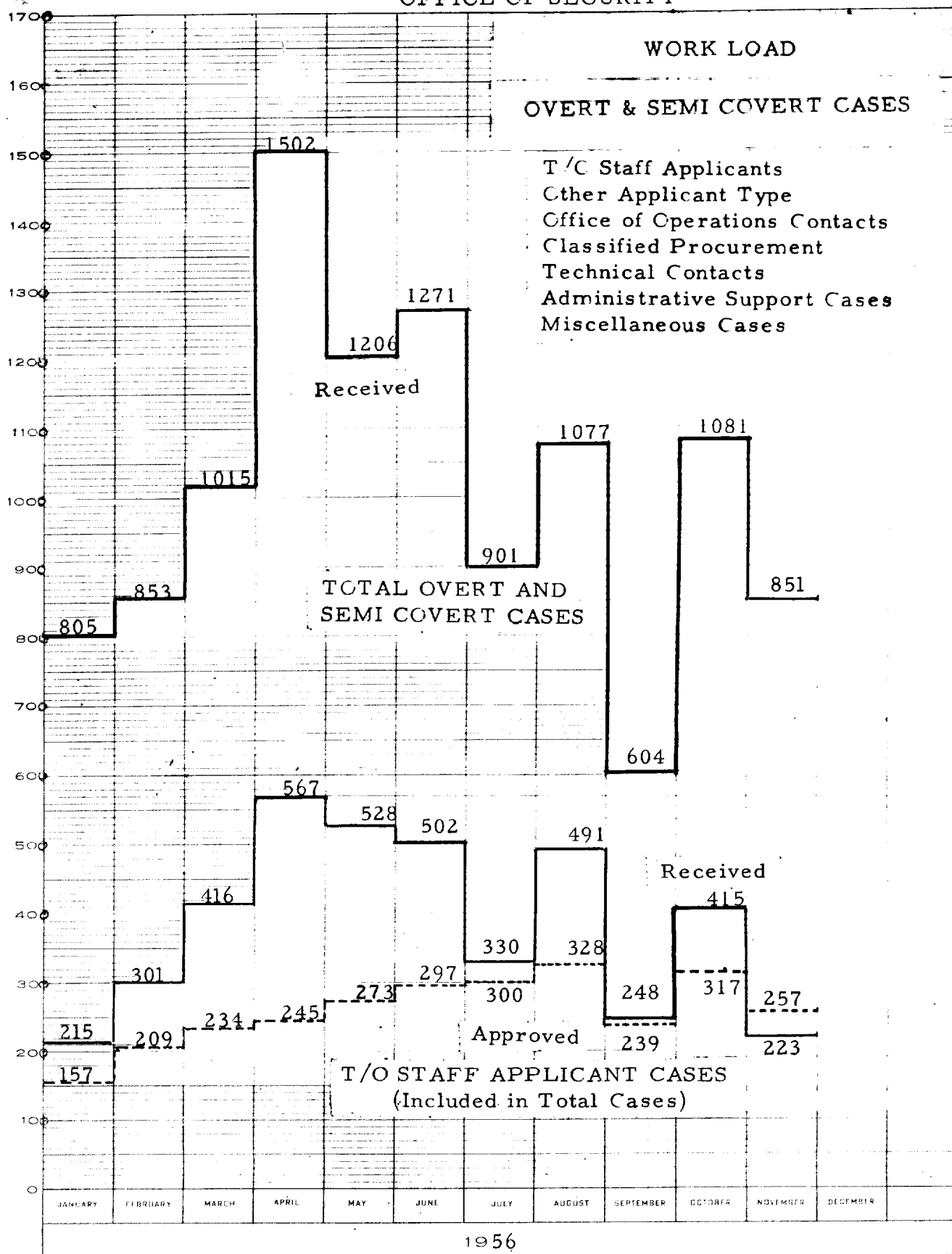


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OFFICE OF SECURITY

STATUS OF OVERT AND SEMI-COVERT CASES

Month of November 19 56

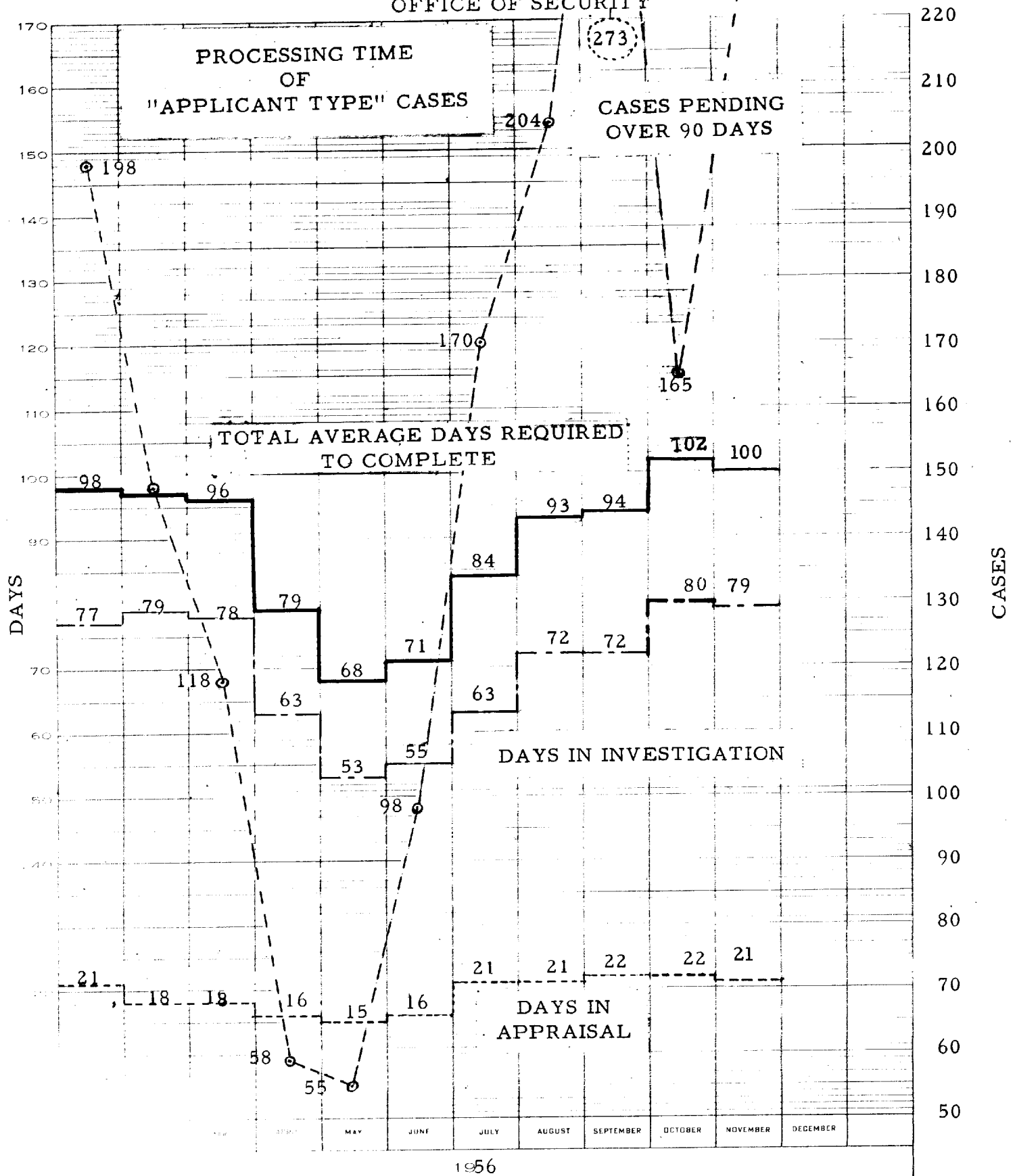
TYPE OF CASE	PEND Beginning of Month	RECD During Month	PROCESSED					PENDING	
			Appd	Dis- Appd	Can- celed	Other Action	Total	Defd	Reg
1. APPLICANT TYPE									
a. T/O Staff Applicants	1047	223	257	16	59	26	358	19	893
b. Other Full Fld. Inves.	393	120	71	4	19	38	132	0	381
Totals	1440	343	328	20	78	64	490	19	1274
	328	257					143	-	442
	24	25					7	-	42
Totals	352	282					150	-	484
3. CLASSIFIED PROCUREMENT	323	192					63	-	452
4. TECHNICAL CONTACTS	72	19					6	-	85
5. ADMIN. SUPPORT	52	5					10	-	47
6. MISCELLANEOUS	35	10					7	-	38
Totals	482	226					86	-	622
GRAND TOTALS	2274	851					726	19	2380

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(When filled in)

OFFICE OF SECURITY

TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES

Month of November 1956

1. PROCESSING TIME (For <u>272</u> Regular Cases)			
Time required during month to process to Approval or Disapproval, "Applicant Type" cases received from Office of Personnel (Average number of Days):	DAYS	DAYS	TOTAL
	in	in	DAYS
	INVESTIGATION	APPRAISAL	
	79	21	100

2. ANALYSIS OF PROCESSING TIME	CASES
a. Less than 30 days	13
b. 31 to 60 days	9
c. 61 to 90 days	52
d. 91 to 120 days	133
e. 121 to 150 days	58
f. over 150 days	7

3. CASES PENDING OVER 90 DAYS	STATUS	
Number of "Applicant Type" cases received from Office of Personnel and pending more than 90 days	Deferred	Regular
	1	229
	Total 1	229

TABLE C

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OFFICE OF SECURITY
 CONTROL, SUPPORT AND SERVICE OF OVERT ACTIVITIES

Month of November 19 56

ACTIVITY		ACTIONS
1. Requests for CIA record checks received from other agencies		1298
2. Security files reviewed in response to other agency requests (Requests pending over 10 days <u>955</u>)		129
3. Employee interviews (Returnees, Resignees, Official Travelers and Special)		589
4. Employees' transfer and reassignment actions reviewed		440
REQUESTS FOR APPROVAL OF:	Disapproved	Approved
	0	56
	0	21
	0	17
	(Total pages reviewed <u>518</u>)	
	1	660
	2	171 *

* 5 of these approvals were briefings

25X1A2D2

TRAINING ACTIVITIES

1. Security personnel receiving training during month 29
2. Agency Security Indoctrination group lectures given 3

(Attendance 192)

3. Office of Security man-hours devoted to training

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4. Office of Security maximum possible man-hours in month

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5. Percentage of maximum possible man-hours devoted to training

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OFFICE OF SECURITY

NUMBER OF SECURITY
PERSONNEL RECEIVING
TRAINING

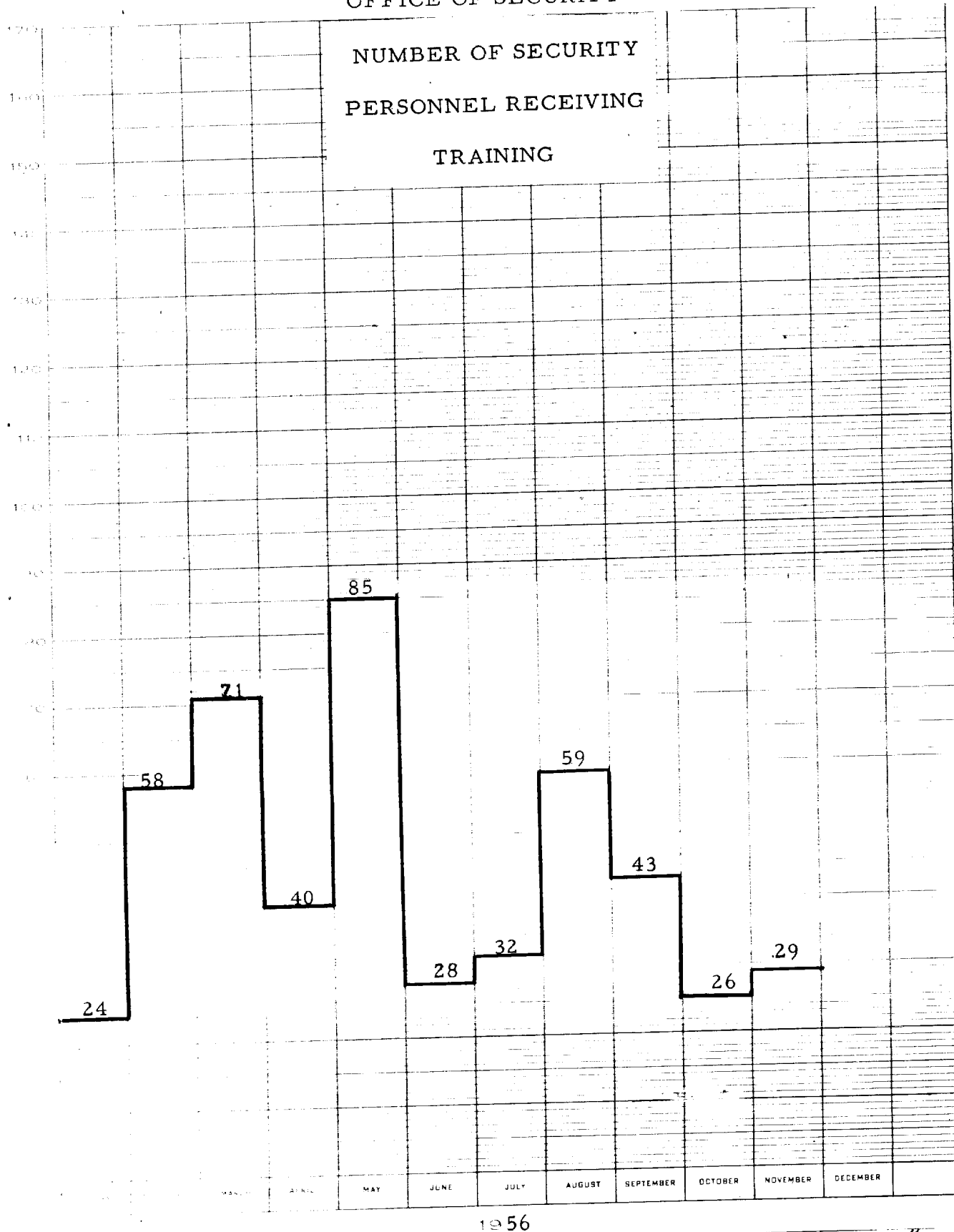


Chart #4

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OFFICE OF SECURITY

PHYSICAL SECURITY ACTIVITIES

Month of NOVEMBER 19 56

ACTIVITY	NUMBER
1. Security violations investigated and charged (Open safes, etc.)	21
2. Other security violations investigated and reported (Lost documents, etc.)	8
3. Night security inspections of offices by NSOs	52
4. Other security matters handled by NSOs after hours	1380
6. Physical security surveys	9
7. Safe combinations changed	480
8. Safes repaired	351
9. Identification processes performed	194
10. Regular, Limited and Special badges issued	698
11. Visitor Passes issued (Total)	8297
General	4816
Applicants	1443
Forgotten badges	453
Deliveries, etc.	1585
12. Classified waste collected and destroyed (pounds)	153,900
	6
14. Safety inspections, investigations & miscellaneous safety actions *1100 posters and safety literature distributed throughout the Agency during the month.	93

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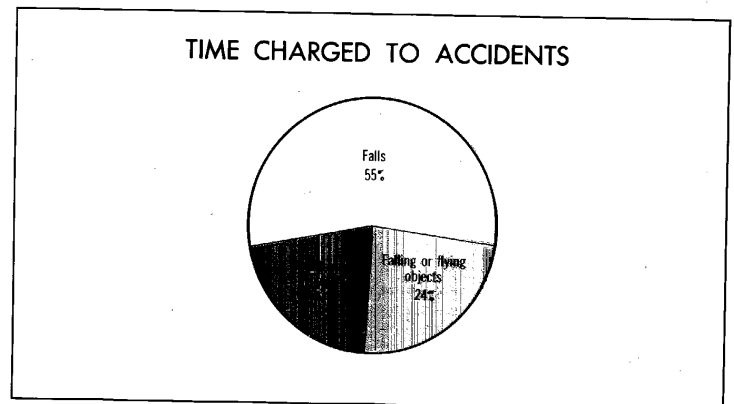
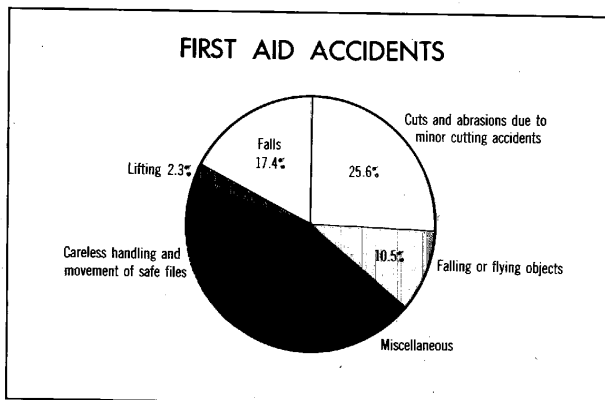
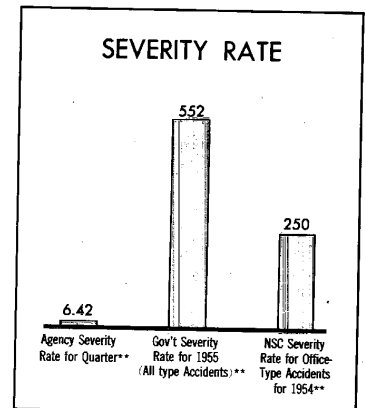
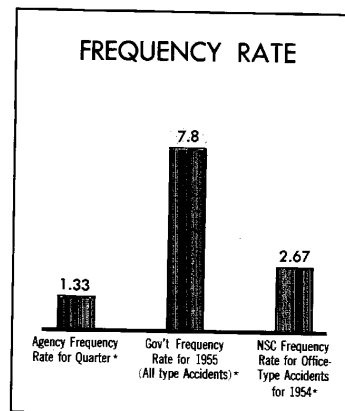
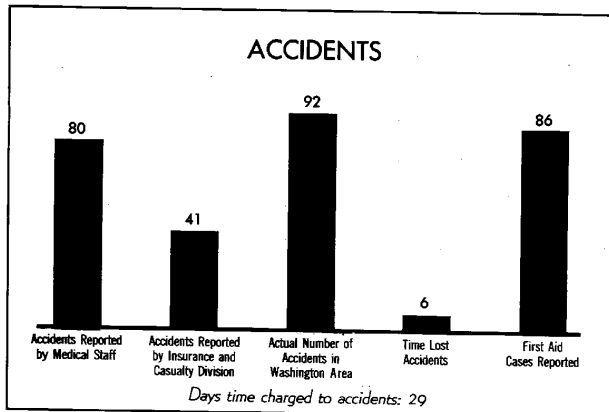
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ACCIDENT STATISTICS FOR HEADQUARTERS AREA

Third Quarter—July, August, and September, 1956



25513.1 11-56

*Accident Frequency Rate $\frac{\text{Number of accidents} \times 1,000,000}{\text{Number of man-hours worked}^{***}}$

Accident Severity Rate $\frac{\text{Number of days time lost due to accidents} \times 1,000,000}{\text{Number of man-hours worked}^{*}}$

***Number of man-hours worked is an approximate figure. One and one-quarter days per month has been allowed for sick and annual leave in the number of man-hours worked.

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Chart #5

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ACCIDENT STATISTICS FOR HEADQUARTERS AREA

THIRD QUARTER - JULY, AUGUST, & SEPTEMBER, 1956

Accidents Reported By Medical Staff 25X1 80	Accidents Reported By Insurance And Casualty Division 41	Actual No. of Accidents In Washington Area 92	Time Lost Accidents 6	Days Time Charged To Accidents 29	First Aid Cases Reported 86
	Gov't Frequency Rate for 1955 (All type Accidents)* 7.8	NSC Frequency Rate for Office-Type Accidents For 1954* 2.67	Agency Severity Rate For Quarter** 6.42	Gov't Severity Rate for 1955 (All type Accidents)** 552	NSC Severity Rate for Office-Type Accidents for 1954** 250

First Aid Accidents

Type	Percent
Falls	17.4
Careless handling and movement of safe files	31.4
Cuts and abrasions due to minor cutting accidents	25.6
Lifting	2.3
Falling or flying objects	10.5
Miscellaneous	12.8

Time Charged to Accidents

Type	Percent
Falls	55.0
Falling or flying objects	24.0
Lifting	21.0

* Accident Frequency Rate - $\frac{\text{Number of accidents} \times 1,000,000}{\text{Number of man hours worked}^{***}}$ ** Accident Severity Rate - $\frac{\text{Number of days time lost to accidents} \times 1,000,000}{\text{Number of man hours worked}^{***}}$ *** Number of man hours worked is 84,477,000 for 1955
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Table G

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